Approved for Release: 2025/03/24 C06943673

~~SECRET~~
SECURITY INFORMATION

BY DATE
Posted Pos. Control DE 4 A 54
Reviewed by PSD 6/22/54

PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Officer

1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE
SUDMEIER,	Elizabeth		GS-11	Ops Officer PP CD:PP

4. OFFICE			IF FIELD, SPECIFY STATION
DDP/NEA	[redacted] NCH	XXX DEPT'L. / FIELD	

5. PERIOD COVERED BY REPORT: From 31 Mar 53 To 31 Mar 54

6. TYPE OF REPORT: [ ] Initial [XXX] Annual [ ] Special [ ] Reassignment [ ] Reassignment of Supervisor

Items 7 through 10 will be completed by the person evaluated

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.

Desk officer in charge of [redacted] to give support for PP operations conducted by the [redacted] write projects and reports; initiate and answer correspondence; keep current on political and economic developments in [redacted] area in general. I am the case officer for one headquarters project and all [redacted] field projects, am responsible from the operational PP viewpoint for appropriate processing of all staff and contract assignments overseas and I perform branch liaison inside and outside the division on PP matters affecting [redacted] I am also responsible for a thorough knowledge of [redacted] operations (PP) and political developments in that country.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
Phase I (BIC/CS)		3 weeks	2 October 1953
Phase II		5 weeks	12 February 1954
Phase III		5 weeks	19 March 1954

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?

PP operations - headquarters or field.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

10.

2 April 1954 — DATE

Elizabeth Sudmeier — SIGNATURE

Items 11 through 18 will be completed by Supervisor

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

Miss Sudmeier performs all of her duties very capably. An extremely hard and conscientious worker, she investigates thoroughly all aspects of every situation before coming to conclusions. She is able to express herself well, maintains careful records, and performs all tasks in a prompt and efficient manner.

Approved for Release: 2025/03/24 C06943673

Approved for Release: 2025/03/24 C06943673

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

She is outstanding in many respects but particularly in the care and thoroughness with which she tackles all problems.

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

Unable to say. I am satisfied with all aspects of her performance.

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

Miss Sudmeier has, at the moment, a position of not inconsiderable responsibility, which she handles very well. She has demonstrated her ability to take on greater responsibility whenever required.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

In my opinion, No.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Additional specialized PP courses. No rotation at this time.

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

4 May 54
DATE

[redacted] (b)(3) (b)(6)

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in Item 20.)

18 May 1954
DATE

[redacted] (b)(3) (b)(6)

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

Approved for Release: 2025/03/24 C06943673